

REGULAR OPEN MEETING GASCONADE COUNTY SWCD

Posted January 26, 2011, 3:00 p.m.

REVISED AGENDA

USDA Service Center, 314 S. Olive Str., Owensville, MO

Tuesday, February 8, 2011, 7:00 p.m.

1. Open Meeting – Chairman
2. Review Minutes of the January Board Meeting – Secretary
3. Financial Report for November – Treasurer
 - Treasurer's Report
 - Time sheets
4. Unfinished Business
 - ☐ Election Nominees
 - ☐ Monsanto Tour
 - ☐ Education Seminar
5. Cost-Share –
 - ☐ Fund Status
 - ☐ Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments

Name	Cons Plan	Cost-Share Practice	Contract, Change Order or Payment	Application Number
Michael/Sandy Stockton	C/S	DSP-3.4	Contract	062-11-0031
Michael/Sandy Stockton FY12		DSP-3.4	Contract	062-11-0032
Eugene Koepke ₁		DFR-5	Payment	062-11-0030
Donald Lenauer FY12	C/S	DFR-5	Contract	062-11-0033
Joseph & Amy Cartwright	C/S	N351	Contract	062-11-0034
Stanley Shoemaker ₂		C650	Contract	062-11-0017
Dave/Ramona Culp	C/S	DSP-3.5	Contract	062-11-0036
Wm/Richard Buddemeyer FY12	C/S	N595	Contract	062-11-0035
Wm/Richard Buddemeyer FY12	C/S	N595	Contract	062-11-0037
Wm Buddemeyer	C/S	DFR-5	Contract	062-11-0038
Steve Mueller	EQIP			
Scott Renkemeyer	EQIP			
David Daniels	EQIP			
Highland Hills Farm	EQIP			
Daniel Martignon	EQIP			

₁Approved by Robin Kliethermes, 12/20/10

₂Approved by Robin Kliethermes, 01/21/11

6. New Business
 - ☐ Annual Plan of Action
 - Family Cooperator Award
 - Volunteer Award
 - ☐ Central Region Envirothon – March 23rd
 - ☐ MDC Streams 101 – March 14 – 17 - Request for Terry DuBois
 - ☐ NRCS Vehicle Use
7. DNR Memorandums and Letters
 - ☐ Memorandum 2011-017 – Cost-Share Handbook Updates
 - ☐ January 6, 2011, Landowner Surveys
 - ☐ Memorandum 2011-018 – District Operations Manual
 - ☐ January 27, 2011, Increase in FY 11 C/S Allocation
8. NRCS Reports, District Reports
9. Mail
 - ☐ NACD e-notes
 - ☐ MASWCD E-NEWS
10. Calendar of Events
 - ☐ February 14, Forage & Beef Conference, Cuba, MO

- ☐ February 21, President's Day – Office Closed
- ☐ February 26, Day with Wildlife – Vienna, MO

11. Adjourn. Next Meeting **TUESDAY**, March 1, 2011, at the USDA Service Center, 7 p.m.

Soil & Water Conservation District Boards may go into closed session at this meeting if such action is approved by a majority vote of the board members who constitute a quorum to discuss legal, confidential, or privileged matters under § 610.021(1), RSMo 2000; personnel actions under §610.021(3); personnel records or applications under §610.021(13), records under § 610.021(14), or audit issues under § 610.021(17), which are otherwise protected from disclosure by law.

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5. Cost-Share –
 - ☐ Fund Status
 - ☐ Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments
 - ☐ Preapproval of DSP-3.5, Legume Seeding

Name	Cons Plan	Cost-Share Practice	Contract, Change Order or Payment	Application Number
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Michael/Sandy Stockton FY12		DSP-3.4	Contract	062-11-0032
Eugene Koepke ₁		DFR-5	Payment	062-11-0030
Donald Lenauer FY12	C/S	DFR-5	Contract	062-11-0033
Joseph & Amy Cartwright	C/S	N351	Contract	062-11-0034
Stanley Shoemaker ₂		C650	Contract	062-11-0017

₁Approved by Robin (Loehner) Kliethermes, 12/20/10

₂Approved by Robin (Loehner) Kliethermes, 01/21/11

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Minutes of the
Gasconade County Soil and Water Conservation District
Regular Board Meeting – USDA Service Center, 314 S. Olive, Owensville, MO
Monday, January 4, 2011

Chairman, Ron Hardecke, called the regular board meeting to order at 7 p.m. Those present were: Ron Hardecke, Chairman; Curtis Koelling, Vice-Chairman; Robin Kliethermes, Secretary; Dennis Berger, Member; Melinda Barch, District Conservationist; Chrisi Armbruster, DNR District Coordinator; Terry DuBois, District Technician II; and Diana Mayfield, District Specialist II. Gene Rademacher, Treasurer, was absent.

Jerry Lairmore, Southern County Commissioner, made a brief appearance.

The minutes of the December meeting were read. Dennis Berger inquired about the CCPI at this time. Melinda Barch indicated that a new sign-up needs to be run with the funds being allocated by the end of March. We are unable to receive any additional funds at this time, so the grant must remain at \$40,000. The current application design is at Ft. Worth being reviewed. Dennis Berger made the motion to approve the minutes. Curtis Koelling seconded the motion. Motion carried 4-0.

The December treasurer's report, quarterly report, and time sheets were reviewed. Beginning balance of \$14,528.92 and ending balance of \$5,783.16. Dennis Berger made a motion to approve the treasurer's report and time sheets as presented. Robin Kliethermes seconded the motion. Motion carried 4-0.

Unfinished Business

- ❖ Melinda Barch reiterated what she had said previously in regards to the CCPI.
- ❖ Ron Hardecke presented the theme that he would like for the poster contest – Farmers provide Food, Fiber, and Fuel from Renewable Resources. It was explained that he was in disagreement with supporting the UN theme and spreading their cause to our local children. It was explained that if the local board did not go with the National Theme of "Forests for People – It's more than you know", then the children would be ineligible for the state and national level. Curtis Koelling felt that we reward the students enough with cash prizes and a bicycle. Diana Mayfield indicated to Robin Kliethermes that the bicycle is donated by Wal-Marts and that the competition is open to students in grades 2-8.
- ❖ Ron Hardecke, Melinda Barch, and Diana Mayfield briefed the board on the workshops and meetings that they attended at the Annual Training Conference. Ron Hardecke indicated that the one resolution presented had passed. He had heard that the Soil Health presentation had been excellent and wondered if this was something we could present at the Annual Meeting. Diana Mayfield indicated that the Employees Association and DNR are still trying to figure out the issues pertaining to over-time for exempt and non-exempt employees. They are trying

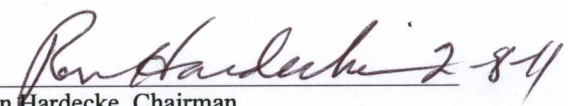
to make a determination as to what classification the Spec/Tech II's fall into. Sandy Hutchison, President of the MASWCDEA, is hoping to have something resolved by their February meeting.

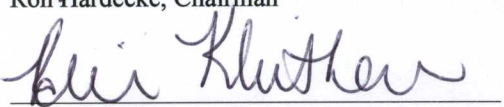
- ❖ The election nominees for Area III were presented to the Board as there were no candidates for Area I as of this date. Curtis Koelling was asked if he would run, if they could not come up with any candidates. He said he would but he would like to see someone else have "a turn." He came up with several names to give to the nominating committee. Diana Mayfield will give them to the committee chairman, Dale Ridder. Dennis Berger made the motion to approve the Area III candidates. Robin Kliethermes seconded the motion. The motion carried 4-0.
- ❖ Diana Mayfield informed the board that the Osage County SWCD was not interested in participating in a bus tour to Monsanto. Maries County has not had their board meeting as of yet. Robin Kliethermes asked if maybe Phelps/Crawford might be interested. Diana Mayfield indicated that Monsanto could support a tour where half of the group would tour the plant research center and half would tour the breeding facility and then flip-flop after lunch. She indicated that a bus could run around \$700 or more – she would like to see a full bus. A lunch could be arranged but at landowner expense. It was the consensus of the board to continue pursuing the tour.

New Business

- ❖ Staff reviewed the cost-share fund status and applications with the board. Curtis Koelling made a motion to accept the cost-share (listed separately) and the conservation plans as presented. Dennis Berger seconded the motion. The motion passed 4-0.
- ❖ Diana Mayfield gave the Board a brief training on the Sunshine Law in regards to the taking of minutes during closed session. She provided each board member with a copy of the Sunshine Law.
- ❖ Diana Mayfield briefed the Board that the current CD was coming up for renewal on January 21st. It is at this time that funds need to be withdrawn, if necessary, in order to avoid any unnecessary penalties. She felt that a withdrawal needed to be made to help offset the large drill repair bills, which was mentioned by Ron Hardecke at the time the decision was made to repair them. Curtis Koelling made the motion to withdrawal \$2,000 from the CD on January 21st. Dennis Berger seconded the motion. The motion carried 4-0.
- ❖ Diana Mayfield briefed the Board on the Federal Social Security Withholding changes. She indicated that the Board is still required to pay \$.062 while the employee will only be paying \$.042. There were no changes to the Medicare Withholdings.
- ❖ Diana Mayfield and Chrisi Armbruster explained the new rates for meal reimbursements when out on the road for 12 hours or more. It is recommended that we follow the Jefferson City per diem rates.

- ❖ The Education Seminar information was presented and it was asked that anyone wishing to attend to let Diana know by next board meeting.
- ❖ There were no memos or letters to review.
- ❖ The Board reviewed the District reports. Melinda Barch briefed the Board that the FOSA has \$48,000 approved in EQIP with \$26,000 receiving pre-approval. She indicated that Russell Titus has been replaced by Megan Ordway. The CSP sign-up ends on January 21st.
- ❖ Terry DuBois briefed the board on the changes that he has made to his monthly report. He indicated that there are a lot of potential candidates for cost-share.
- ❖ The board reviewed the calendar of events.
- ❖ Ron Hardecke entertained a motion to adjourn. Curtis Koelling so moved. Dennis Berger seconded the motion. All in favor. Meeting adjourned at 9:15 p.m.
- ❖ Next Regular Board Meeting is scheduled for **TUESDAY**, February 1, 2011, at the USDA Service Center at 7 p.m.


Ron Hardecke, Chairman


Robin Kliethermes, Secretary

Change Orders Approved

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

62 - GASCONADE SWCD

<u>Contract #</u>	<u>Practice</u>	<u>Resource Concern</u>	<u>Cooperator</u>	<u>Contract</u>	<u>#</u>	<u>Change Order</u>	<u>Change</u>
SA 062-11-0003 CO1	N574	SENSITIVE AREAS	ABEL, MICHAEL & KAREN	08/02/2010	CO1	01/04/2011 \$2,398.72	\$0.00
SGE 062-11-0001 CO2	DWP-03	SHEET AND RILL / GULLY EROSION	KOELLING, ROY JR. & CARLA	08/02/2010	CO2	01/04/2011 \$6,000.00	\$0.00

Change In Obligation \$0.00

2 Change Orders Board Approved

Contract Payments Approved

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

62 - GASCONADE SWCD

<u>Contract #</u>	<u>Practice</u>	<u>Resource Concern</u>	<u>Cooperator</u>	<u>Approved</u>	<u>Contract Payment \$</u>	<u>Status</u>	<u>Date Paid</u>
WE 062-11-0011	DFR-05	WOODLAND EROSION 2011	JAMES G VOSS REVOCABLE TRUST	12/20/2010	\$2,683.35	PAID	12/23/2010

1 Contract Payments Board Approved

Sum of Contract Payment \$ \$2,683.35

THIS IS NOT THE AMOUNT OF FUNDS CURRENTLY OBLIGATED BY THE SYSTEM.

By: DIANA
01/26/11 7:03am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: MAIN

Dates: From 01/01/11 To 01/31/11

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: MAIN Beginning Checking Account Balance for: Jan \$5,783.16

Auto bal account #: 00-00-100

Bank ID: 081009428	Bank name: First Bank
Acct #: 4876403659	Phone:

Checks

1114226	01/07/11	HEALTH INS PREMIUM	MCHCP	\$1,160.55
4224	01/07/11	ROTOWIPER/BOARD SUPPLIES	WALMARTS	\$21.40
4225	01/07/11	DUBOIS-PAYROLL 01/07/11	TERRY	\$878.14
4226	01/07/11	MAYFIELD-PAYROLL 01/07/11	DIANA	\$830.53
4227	01/11/11	POSTAGE	FSA	\$18.53
4231	01/18/11	NEWSLETTER JAN 2011	POSTMASTER	\$141.91
4228	01/21/11	DUBOIS-PAYROLL 01/21/11	TERRY	\$878.14
4229	01/21/11	MAYFIELD-PAYROLL 01/21/11	DIANA	\$830.53
4230	01/21/11	DIANA'S AFLAC PAYMENT	AFLAC	\$139.62
9414229	01/21/11	941 JANUARY	EFTPS	\$785.62
Total Checks				\$5,684.97

Deposits

BI010711	01/07/11	BANK INTEREST 12/31/10	(\$0.96)	Deposit
CR010711	01/07/11	CASH RECEIPTS 01/07/11	(\$176.00)	Deposit
ST311	01/13/11	STATE ALLOCATION	(\$24,503.15)	Deposit
275	01/21/11	CASH OUT CD	(\$2,000.00)	Deposit
DR012111	01/21/11	DRILL RECEIPT HESEMANN	(\$343.22)	Deposit
CR012611	01/26/11	PLAT BOOK RECEIPTS	(\$66.00)	Deposit
Total Deposits				(\$27,089.33)

Total Deposits less Checks for the month: (\$21,404.36)

Ending Checkbook Balance: Jan **\$27,187.52**

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-----End of report-----

By: DIANA
01/26/11 7:03am

GASCONADE COUNTY SWCD
Treasurers Report

Checking account #: 150
Dates: From 01/01/11 To 01/31/11

Check/Dep-#	Date	Description	Payee	Amount
Checking account: 150 Beginning Checking Account Balance for: Jan				\$15,056.51
Auto bal account #: 00-00-150				

Bank ID: Bank name: FIRST BANK
Acct #: 876660004479 Phone:

Checks

275	01/21/11	CASH OUT CD		\$2,000.00
Total Checks				\$2,000.00

Deposits

CDI123110	01/07/11	CD INTEREST 12/31/10		(\$26.35)	Deposit
Total Deposits				(\$26.35)	

Total Deposits less Checks for the month: \$1,973.65

Ending Checkbook Balance: Jan \$13,082.86
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-----End of report-----

Reporting period: 01/01/11 to 01/31/11

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 01 Local Funds

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
1-00-300	BEGINNING FUND BALANCE	(\$24,586.06)	\$0.00	\$0.00	(\$24,586.06)
01-00-400	INTEREST EARNED ON CHECKING	(\$9.47)	\$0.00	(\$0.96)	(\$10.43)
01-00-401	INTEREST ON CD	(\$160.67)	\$0.00	(\$26.35)	(\$187.02)
01-00-403	NEWSLETTER ADVERTIZING DONATIO	(\$268.75)	\$0.00	\$0.00	(\$268.75)
01-00-404	COUNTY COMMISSION	(\$2,250.00)	\$0.00	\$0.00	(\$2,250.00)
01-00-406	DONATIONS FIELD DAYS	(\$175.00)	\$0.00	\$0.00	(\$175.00)
01-00-415	SALE OF GOODS-PLAT BOOKS	(\$1,160.00)	\$0.00	(\$242.00)	(\$1,402.00)
01-00-416	SALE OF GOODS-FLAGS	(\$20.00)	\$0.00	\$0.00	(\$20.00)
01-00-430	ATV EQUIPMENT RENTAL	(\$120.00)	\$0.00	\$0.00	(\$120.00)
01-00-431	ROTOWIPER RENTAL	(\$150.00)	\$0.00	\$0.00	(\$150.00)
01-00-432	JOHN DEERE DRILL RENTAL	(\$825.10)	\$0.00	(\$343.22)	(\$1,168.32)
01-00-433	GREAT PLAINS DRILL RENTAL	(\$1,343.89)	\$0.00	\$0.00	(\$1,343.89)
01-00-435	BURN EQUIPMENT RENTAL	(\$10.00)	\$0.00	\$0.00	(\$10.00)
01-00-540	EMPLOYEE TRAVEL-MGMT	\$17.02	\$0.00	\$0.00	\$17.02
01-00-545	SUPERVISOR TRAVEL	\$0.00	\$0.00	(\$542.90)	(\$542.90)
01-00-546	SUPERVISOR TRAINING	\$551.68	\$0.00	\$0.00	\$551.68
01-00-556	PLAT BOOKS	\$1,400.00	\$0.00	\$0.00	\$1,400.00
01-00-631	DRILL INSURANCE	\$474.69	\$0.00	\$0.00	\$474.69
01-00-632	JOHN DEERE DRILL REPAIR	\$3,399.21	\$0.00	\$0.00	\$3,399.21
01-00-633	GREAT PLAINS DRILL REPAIR	\$1,668.66	\$0.00	\$0.00	\$1,668.66
01-00-635	JOHN DEERE MAINTENANCE	\$600.00	\$0.00	\$0.00	\$600.00
01-00-636	GREAT PLAINS MAINTENANCE	\$5.49	\$0.00	\$0.00	\$5.49
01-00-637	ROTOWIPER INSURANCE	\$151.91	\$0.00	\$0.00	\$151.91
01-00-638	ROTOWIPER REPAIR	\$852.78	\$3.97	\$0.00	\$856.75
01-00-639	ATV REPAIR/EXPENSE	\$12.00	\$0.00	\$0.00	\$12.00
01-00-640	ADVERTISING AND PROMOTION	\$120.00	\$0.00	\$0.00	\$120.00
01-00-700	MASWCD DUES	\$450.00	\$0.00	\$0.00	\$450.00
01-00-711	LIABILITY INSURANCE	\$450.00	\$0.00	\$0.00	\$450.00
01-00-830	ANNUAL MEETING	\$314.87	\$0.00	\$0.00	\$314.87

Summary Page:

Beginning Balance:	(\$20,610.63)
Total Income:	(\$612.53)
Total Expenses:	(\$538.93)
Funds Remaining:	(\$21,762.09)

District Manager Report
Diana Mayfield
January 2011

I created maps, soil descriptions and/or updated toolkit files for:

Windy Ridge Acres, CRP	Donna Mundwiller, Recon
Judith Seifert, Recon	Ron Landwehr, Recon
Authur Hingst, Recon	Dwayne Loehnig, Recon
David Daniels, Recon	Michael Haeffner, Recon
Mary Bock, Recon	Ralph Eikermann, Recon
Scott Cannon, Recon	

I prepared a CCPI news release for the news papers and newsletter.

I spent one whole day working up the poster contest materials for this years contest. I sent CD's with the power point presentation to all of the schools involved.

I spent time working with the Area I nominating committee trying to come up with possible candidates. On Thursday, January 06, 2011, we had two candidates. On January 7th, we had three eligible candidates. I proceeded to make the necessary announcements for the newsletter and news papers.

I assisted NRCS with their CSP policy review. I also took the NRCS Security Awareness Course, which is required annually. The CCPI sign-up ended January 27th with 7 applications being received.

I created the Quarterly Newsletter. I took the majority of the newsletters home for folding and labeling as I was under a time constraint to get them out – I spent 6 hours doing them over the weekend, however, I only charged for 4 hours of comp-time as I felt I did them a little slower than I would have if I had been in the office. I mailed 914 copies and sent an e-mail announcement to @70 people.

I withdrew \$2,000 from the current CD and selected the 15 month 1.05% rate renewal.

I heard from a landowner that he had not received his 1099 from the state and after some investigating, I determined that 5 landowners had not received them and that they were mailed on January 20th. I had those landowners contact the office of administration to request a duplicate copy.

I worked up the 2011 status review list for Terry. This list represents at least 5% of the practices that were applied in the years 2004 and 2007. We are required to review a 5 year maintenance agreement in its third year and a 10 year maintenance in its 7th year.

With the additional woodland allocation and unlocking of other funds, we have been pushing to get the funding out ASAP since the landowners must have the practice completed by June.

Planning for the Annual Meeting is virtually complete. Swiss meats will be catering due to the fact that the OES wanted \$12.50 per plate and that was not in line with our budget. (Swiss is charging \$8.85 with us providing paper products and drinks.) Julia Witthaus, Hermann FFA Motivational Speaker, will be presenting at the meeting as well as NRCS providing a brief Soil Health presentation. The Gasconade County Highlights will be printed for review. Poster judging will be on March 7th. I am still in the process of coming up with 2 more election judges to serve from 12:00 to 7:30 p.m.

2/08/2011 BOARD MEETING REPORT from T. DuBois

Possible cost-share practices / Land Owner expressed interest / I've not yet looked at:

- *Glen Henneke N574**
- *Glen Boettcher DFR-5 (not immediately) maybe summer or fall 2011**
- *Kathryn Baker N590**
- *Larry Jackson DSP-3 Grazing System (Needs to attend Grazing School)**

Cost-share practices that I'm in the process of working on, paper work has begun.

- *Kevin Hollander DSP-3.2**
- *Ramona Culp DSP-3.5**
- *Richard Kemna N595 Pest Management**
- *Shawn Buhr DSP-3 Grazing System(Needs to attend Grazing School) Also a potential DWP-1 & DFR-5)**
- *Richard Buddemeyer N351 (Well Decommissioning)**
- *Andrew Aubuchon Priority is DFR-5 (Woodland Exclusion Fencing) / DSP-3.2 & 3.3**

Cost-share practices submitted to DNR, awaiting approval:

Cost-share practices DNR approved, the work is approved to start or started:

- *Mike Stockton DSP-3.4 (FY2011 & FY2012)& 3.5 / DFR-5**
- *Joe Cartwright N351s Well Decommissioning**
- *Bill Buddemeyer DFR-5 Use Exclusion**
- *Steven Hollander, operator for Don Lenauer DFR-5 Use Exclusion**
- *Donald Klekamp DSP-3.2 & 3.3**
- *Rick Grellner DSP-3.2 & 3.3**
- *George Soest DSP-3.2 & 3.3 & DFR-5**
- *James Voss more DFR-5 (Woodland Exclusion Fencing)**
- *Jerome Huerner (Dean Winter Op.) N472, DSP-3.2 & 3.3 Grazing System**
- *Mike Abel N574 Spring Development & Grazing System DSP-3.2 & DSP-3.3**
- *Joy Haeffner DSP-3.4 (Grazing System Lime) (Awaiting Soil Tests)**
- *Roy Koelling DWP-3 Sod Water Way**
- *Alson Eikermann (Upper 1st Creek Farms) / 2 N351s**

Non cost-share or technical advice only:

- *Kevin Hollander DSP-3 Grazing System or DWC-1 Water Impoundment Reservoir – didn't qualify**
Will start working on a DSP-3 plan instead.

Work Completed – Check Out Done:

- *James (Eugene) Koepke DFR-5 (Woodland Exclusion Fencing)**



Natural Resources Conservation Service
1315 E Main
Linn, Missouri 65051

**January 2011
NRCS Board Report**

During the month of January I attended the Gasconade, Maries and Osage County SWCD Board meetings.

NRCS staff has been working on writing conservation plans and contracts for preapproved EQIP and WHIP applications in the FOSA.

CSP sign up ended on January 21st.

NRCS announced the Energy Initiative Sign up that ends February 18th.

NRCS announced High Tunnel and Organic Initiative Sign up that ends March 4th.

Megan Ordway, Soil Conservationist, started work at the Linn office on January 3rd.

Offices had a couple late start days due to snow in January.

Melinda L. Barch
District Conservationist